



# Notice of Price Agreement Award

Page 1 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
	<p>7/1/03 - 6/30/06 WITH TWO (2) ONE (1) YEAR EXTENSION OPTIONS TO BE EXERCISED SOLEY AT THE DISCRETION OF THE STATE OF RI.</p> <p>MASTER PRICE AGREEMENT #139</p> <p>THIS IS A NOTICE OF AWARD, NOT AN ORDER. Any quantity reference in the agreement or in the bid preceding it are estimates only and do not represent a commitment on the part of the state to any level of billing activity, other than for quantities or volumes specifically released during the term. No action is to be taken except as specifically authorized, as described herein under AUTHORIZATION AND RELEASE.</p> <p>ENTIRE AGREEMENT - This NOTICE OF AWARD, with all attachments, and any release(s) against it shall be subject to: (1) the specifications, terms and conditions set forth in the Request/Bid Number cited herein, (2) the General Terms and Conditions of Contracts for the State of Rhode Island and (3) all provisions of, and the Rules and Regulations promulgated pursuant to, Title 37, Chapter 2 of the General Laws of the State of Rhode Island. This NOTICE shall constitute the entire agreement between the State of Rhode Island and the Vendor. No assignment of rights or responsibility will be permitted except with the express written permission of the State Purchasing Agent or his designee.</p> <p>CANCELLATION, TERMINATION and EXTENSION - This Price Agreement shall automatically terminate as of the date(s) described under CONTRACT PERIOD unless this Price Agreement is altered by formal amendment by the State Purchasing Agent or his designee upon mutual agreement between the State and the Vendor.</p> <p>AUTHORIZATION AND RELEASE. In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 2 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
	<p>A Direct Purchase Order (DPO) shall be created by the agency listing the items ordered, using the pricing and format set forth in the Master Blanket. All pricing shall be as described in the Master Blanket and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected in Master Blanket.</p> <p>THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>EVERY PERSON OR BUSINESS ENTITY PROVIDING GOODS OR SERVICES AT A COST OF \$5000 CUMULATED VALUE IS REQUIRED TO FILE AN AFFIDAVIT REGARDING POLITICAL CAMPAIGN CONTRIBUTIONS WITH THE RI STATE BOARD OF ELECTIONS EVEN IF NO REPORTABLE CAMPAIGN CONTRIBUTIONS HAVE BEEN MADE. (RI GENERAL LAW 17-27) FORMS OBTAINED AT BOARD OF ELECTIONS, CAMPAIGN FINANCE DIVISION, 50 BRANCH AVENUE, PROVIDENCE, RI 02904 (401-222-2056)</p> <p>STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).</p> <p>THIS PURCHASE ORDER IS AWARDED SUBJECT TO EQUAL OPPORTUNITY COMPLIANCE.</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item		Unit	Unit Price	
	BOOK BINDING  BINDING, REBINDING AND REPAIR OF BOOKS  I. GENERAL REQUIREMENTS:  A. THE BINDER SHALL BE A CERTIFIED LIBRARY AS APPROVED BY THE LIBRARY BINDING INSTITUTE. A COPY OF YOUR CURRENT CERTIFICATION SHOULD ACCOMPANY YOUR BID.  B. THE BINDER SHALL SUPPLY SHIPPING CARTONS, TAPE FOR SEALING CARTONS (IF SEALING IS REQUIRED), SEVERAL PACKS OF BUCKRAM COLOR SWATCHES IN CURRENT USE, AND BINDING FORMS FOR EACH KIND OF BINDING, OF A SIZE AND COMPOSITION SELECTED BY THE LIBRARY.  C. ALL VOLUMES SHALL BE BOUND BY THE LIBRARY BINDING INSTITUTE'S "CLASS A" STANDARDS, UNLESS OTHERWISE SPECIFIED BY THE LIBRARY. NO VOLUMES SHALL BE CLEAT-LACED.  D. EACH VOLUME SHALL BEAR A LABEL OR STAMP ON THE INSIDE BACK COVER IDENTIFYING THE BINDER AND SHOWING THE MONTH AND YEAR IN WHICH THE VOLUME WAS BOUND.  E. THE BINDER SHALL CHECK INCOMING BINDING WITH SUFFICIENT CARE TO DETECT AND REPORT OBVIOUS ERRORS ORIGINATING AT THE LIBRARY.  F. ONLY COMPLETE VOLUMES SHALL BE BOUND, UNLESS OTHERWISE SPECIFIED BY THE LIBRARY. VOLUMES RETURNED UNBOUND SHALL HAVE A BINDER'S NOTE ATTACHED CITING THE REASON FOR NOT BINDING THAT VOLUME.  G. BINDING SLIPS SHALL NOT BE ATTACHED ANYWHERE WITHIN THE VOLUME, BUT SHALL BE PLACED IN THE VOLUME AT THE TITLE PAGE AND PROTRUDE SLIGHTLY.			

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 4 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item		Unit	Unit Price	
	<p>H. LIBRARY MATERIALS LOST OR DAMAGED AT THE BINDERY OR IN TRANSIT SHALL BE REPLACED AT THE BINDER'S EXPENSE. ANY BINDING ERRORS SHALL BE CORRECTED AT THE BINDER'S EXPENSE AND SENT OUT ON A RUSH BASIS. DAMAGE IS MEANT TO INCLUDE, BUT IS NOT RESTRICTED TO:</p> <p>1. ANY VOLUMES NOT BOUND BY THE LIBRARY BINDING INSTITUTE'S "CLASS A" STANDARDS AND ACCORDING TO THE SPECIFICATIONS OF THIS CONTRACT, UNLESS OTHERWISE SPECIFIED BY THE LIBRARY.</p> <p>2. ANY VOLUMES HAVING BLEEDING MARGINS.</p> <p>3. ANY VOLUMES OVER-TRIMMED TO DESTROY PRINT.</p> <p>4. ANY VOLUMES WITH PERTINENT MATERIAL DISCARDED.</p> <p>I. THE BINDER SHALL KEEP NECESSARY RECORDS BY WHICH UNIFORMITY OF SETS MAY BE MAINTAINED. THIS MEANS THAT THE BINDER SHALL COMPILE AND MAINTAIN ALL RECORDS REQUIRED FOR THE PROPER AND CONSISTENT BINDING OF THE TITLES SUBMITTED.</p> <p>J. A COMPUTERIZED BINDING SLIP SYSTEM SHALL BE PROVIDED BY THE BINDER FOR USE IN BINDING PERIODICALS. ALL COMPUTER-PRODUCED BINDING SLIPS SHALL BE THE PROPERTY OF THE LIBRARY.</p> <p>K. THIS CONTRACT MAY BE CANCELLED ON 30 DAYS NOTICE IF THE BINDER'S PERFORMANCE FAILS TO MEET THE SPECIFICATIONS OF THIS CONTRACT OR FULFILL THE INSTRUCTIONS OF THE LIBRARY.</p> <p>II. PICK-UP AND DELIVERIES:</p> <p>A. THE BINDER SHALL MAINTAIN A 2-WEEK PICK-UP AND DELIVERY SCHEDULE. ALL VOLUMES MUST BE BOUND AND RETURNED WITHIN 14 DAYS.</p> <p>B. THERE SHALL BE NO CHARGE FOR TRANSPORTATION. NO SHIPMENTS SHALL BE MADE BY COMMON CARRIER.</p>			

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 5 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item		Unit	Unit Price	
	C. PICK-UPS AND DELIVERIES SHALL BE AT DESIGNATED LOCATIONS WITHIN THE LIBRARY.  D. INVOICES SHALL BE DELIVERED WITH EACH SHIPMENT AND NO PARTIAL LOT SHIPMENTS SHALL BE MADE.  E. THE BINDER SHALL ENSURE THAT ALL VOLUMES OF THE SAME TYPE OF BINDING ARE PACKED IN THE SAME CARTON OR CARTONS WHEN RETURNED TO THE LIBRARY.  PERIODICALS (CLASS A):			
1.0	PERIODICALS (CLASS A) - 7/1/03 - 6/30/04	EA	7.25	
2.0	PERIODICALS (CLASS A) - 7/1/04 - 6/30/05	EA	7.47	
3.0	PERIODICALS (CLASS A) - 7/1/05 - 6/30/06	EA	7.69	
	PERIODICALS (1/4 BUCKRAM)			
4.0	PERIODICALS (1/4 BUCKRAM) - 7/1/03 - 6/30/04	EA	5.50	
5.0	PERIODICALS (1/4 BUCKRAM) - 7/1/04 - 6/30/05	EA	5.67	
6.0	PERIODICALS (1/4 BUCKRAM) - 7/1/05 - 6/30/06	EA	5.84	

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 6 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item		Unit	Unit Price	
	MONOGRAPHS			
7.0	MONOGRAPHS - 7/1/03 - 6/30/04	EA	5.50	
8.0	MONOGRAPHS - 7/1/04 - 6/30/05	EA	5.67	
9.0	MONOGRAPHS - 7/1/05 - 6/30/06	EA	5.84	
	CLASS "B" BINDING			
10.0	CLASS "B" BINDING - 7/1/03 - 6/30/04	EA	4.75	
11.0	CLASS "B" BINDING - 7/1/04 - 6/30/05	EA	4.89	
12.0	CLASS "B" BINDING - 7/1/05 - 6/30/06	EA	5.04	
	RUSH BINDING			
	ITEM #13: RUSH BINDING - 7/1/03 - 6/30/04 - NO CHARGE			

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 7 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item		Unit		Unit Price
	ITEM #14: RUSH BINDING - 7/1/04 - 6/30/05 - NO CHARGE			
	ITEM #15: RUSH BINDING - 7/1/05 - 6/30/06 - NO CHARGE			
	CALL NUMBERS			
	ITEM #16: CALL NUMBERS - 7/1/03 - 6/30/04 - NO CHARGE			
	ITEM #17: CALL NUMBERS - 7/1/04 - 6/30/05 - NO CHARGE			
	ITEM #18: CALL NUMBERS - 7/1/05 - 6/30/06 - NO CHARGE			
	LOCATION NOTES			
	ITEM #19: LOCATION NOTES - 7/1/03 - 6/30/04 - NO CHARGE			
	ITEM #20: LOCATION NOTES - 7/1/04 - 6/30/05 - NO CHARGE			
	ITEM #21: LOCATION NOTES - 7/1/05 - 6/30/06 - NO CHARGE			

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 8 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item			Unit	Unit Price
	INDEX NOTATION			
	ITEM #22: INDEX NOTATION - 7/1/03 - 6/30/04 - NO CHARGE			
	ITEM #23: INDEX NOTATION - 7/1/04 - 6/30/05 - NO CHARGE			
	ITEM #24: INDEX NOTATION - 7/1/05 - 6/30/06 - NO CHARGE			
	EXTRA LINES OF PRINTING			
	ITEM #25: EXTRA LINES OF PRINTING - 7/1/03 - 6/30/04 - NO CHARGE			
	ITEM #26: EXTRA LINES OF PRINTING - 7/1/04 - 6/30/05 - NO CHARGE			
	ITEM #27: EXTRA LINES OF PRINTING - 7/1/05 - 6/30/06 - NO CHARGE			
	EXTRA THICKNESS			
28.0	EXTRA THICKNESS - 7/1/03 - 6/30/04		EA	2.00

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE





# Notice of Price Agreement Award

Page 9 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

<b>V E N D O R</b>	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	<b>BOOK BINDING</b>
		Award Number      Effective Period: <b>68M00275005      7/1/03 - 6/30/06</b>

<b>S H I P T O</b>	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	<b>I N V O I C E</b>	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA
--	--	--	--	--

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item			Unit	Unit Price
29.0	EXTRA THICKNESS - 7/1/04 - 6/30/05		EA	2.06
30.0	EXTRA THICKNESS - 7/1/05 - 6/30/06		EA	2.12
	EXTRA HEIGHT			
31.0	EXTRA HEIGHT - 7/1/03 - 6/30/04		EA	2.00
32.0	EXTRA HEIGHT - 7/1/04 - 6/30/05		EA	2.06
33.0	EXTRA HEIGHT - 7/1/05 - 6/30/06		EA	2.12
	HAND SEWING			
34.0	HAND SEWING - 7/1/03 - 6/30/04		EA	8.00
35.0	HAND SEWING - 7/1/04 - 6/30/05		EA	8.24
36.0	HAND SEWING - 7/1/05 - 6/30/06		EA	8.49

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

**COPY**

<b>STATE PURCHASING AGENT/DESIGNEE</b>



# Notice of Price Agreement Award

Page 10 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item			Unit	Unit Price
	POCKETS			
37.0	POCKETS - 7/1/03 - 6/30/04		EA	5.00
38.0	POCKETS - 7/1/04 - 6/30/05		EA	5.15
39.0	POCKETS - 7/1/05 - 6/30/06		EA	5.30
	LENGTHWISE LETTERING			
	ITEM #40: LENGTHWISE LETTERING - 7/1/03 - 6/30/04 - NO CHARGE			
	ITEM #41: LENGTHWISE LETTERING - 7/1/04 - 6/30/05 - NO CHARGE			
	ITEM #42: LENGTHWISE LETTERING - 7/1/05 - 6/30/06 - NO CHARGE			
	HALF PORTFOLIOS			
43.0	HALF PORTFOLIOS - 7/1/03 - 6/30/04		EA	20.00

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 11 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item			Unit	Unit Price
44.0	HALF PORTFOLIOS - 7/1/04 - 6/30/05		EA	20.60
45.0	HALF PORTFOLIOS - 7/1/05 - 6/30/06		EA	21.22
	FULL PORTFOLIOS			
46.0	FULL PORTFOLIOS - 7/1/03 - 6/30/04		EA	25.00
47.0	FULL PORTFOLIOS - 7/1/04 - 6/30/05		EA	25.75
48.0	FULL PORTFOLIOS - 7/1/05 - 6/30/06		EA	26.52
	SINGLE SLIPCASE			
49.0	SINGLE SLIPCASE - 7/1/03 - 6/30/04		EA	10.50
50.0	SINGLE SLIPCASE - 7/1/04 - 6/30/05		EA	10.81
51.0	SINGLE SLIPCASE - 7/1/05 - 6/30/06		EA	11.13

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 12 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item			Unit	Unit Price
	DOUBLE SLIPCASE			
52.0	DOUBLE SLIPCASE - 7/1/03 - 6/30/04		EA	20.00
53.0	DOUBLE SLIPCASE - 7/1/04 - 6/30/05		EA	20.60
54.0	DOUBLE SLIPCASE - 7/1/05 - 6/30/06		EA	21.22
	ARCHIVAL STORAGE PORTFOLIO			
55.0	ARCHIVAL STORAGE PORTFOLIO - 7/1/03 - 6/30/04		EA	9.50
56.0	ARCHIVAL STORAGE PORTFOLIO - 7/1/04 - 6/30/05		EA	9.79
57.0	ARCHIVAL STORAGE PORTFOLIO - 7/1/05 - 6/30/06		EA	10.08
	BRITTLE BOOK REPLACEMENT			
58.0	BRITTLE BOOK REPLACEMENT - 7/1/03 - 6/30/04		EA	.25

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 13 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item		Unit	Unit Price	
59.0	BRITTLE BOOK REPLACEMENT - 7/1/04 - 6/30/05	EA	.25	
60.0	BRITTLE BOOK REPLACEMENT - 7/1/05 - 6/30/06	EA	.25	
	THESIS BINDING			
61.0	THESIS BINDING - 7/1/03 - 6/30/04	EA	6.00	
62.0	THESIS BINDING - 7/1/04 - 6/30/05	EA	6.18	
63.0	THESIS BINDING - 7/1/05 - 6/30/06	EA	6.36	
	PAMPHLET BINDING			
64.0	PAMPHLET BINDING - 7/1/03 - 6/30/04	EA	4.25	
65.0	PAMPHLET BINDING - 7/1/04 - 6/30/05	EA	4.38	
66.0	PAMPHLET BINDING - 7/1/05 - 6/30/06	EA	4.50	

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 14 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item			Unit	Unit Price
	MUSIC BINDING			
67.0	MUSIC BINDING - 7/1/03 - 6/30/04		EA	5.00
68.0	MUSIC BINDING - 7/1/04 - 6/30/05		EA	5.00
69.0	MUSIC BINDING - 7/1/05 - 6/30/06		EA	5.00
	STUBBING			
70.0	STUBBING - 7/1/03 - 6/30/04		EA	2.00
71.0	STUBBING - 7/1/04 - 6/30/05		EA	2.06
72.0	STUBBING - 7/1/05 - 6/30/06		EA	2.12
	EXTRA TIME CHARGES			
73.0	EXTRA TIME CHARGES - 7/1/03 - 6/30/04		1/2 HR	5.00

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 15 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263	
Item		Unit	Unit Price	
74.0	EXTRA TIME CHARGES - 7/1/04 - 6/30/05	1/2 HR	5.00	
75.0	EXTRA TIME CHARGES - 7/1/05 - 6/30/06	1/2 HR	5.00	
	THE VENDOR SHALL BE RESPONSIBLE FOR PLACING THEFT DETECTION STRIPS INTO EACH BOUND VOLUME AT THE TIME OF BINDING. THE TYPE OF THEFT DETECTION STRIP TO BE USED WILL BE SPECIFIED BY, AND SUPPLIED BY THE LIBRARY.			
	IV. PERIODICAL BINDING REQUIREMENTS:			
	A. COLLATION			
	1. PERIODICALS SHALL BE COLLATED AND ANY MISSING PAGES/ISSUES REPORTED TO THE LIBRARY BEFORE A VOLUME CAN BE BOUND.			
	2. ALL FRONT COVERS ARE TO BE RETAINED AND LEFT IN PLACE WITH THEIR RESPECTIVE ISSUES. BACK COVERS WILL BE RETAINED IF THEY CONTAIN CONTENTS OR ANY OTHER PERTINENT INFORMATION. IF CONTENTS APPEAR ON BACK COVERS, THEY SHALL BE MOVED TO THE APPROPRIATE PLACE WITHIN THE VOLUME (SEE ITEM 4). THE LIBRARY RESERVES THE RIGHT TO REQUEST VOLUMES TO BE BOUND "AS IS."			
	3. ALL DAMAGED PAGES/COVERS SHALL BE REPAIRED.			
	4. WHEN ISSUES OF A VOLUME ARE PAGED CONSECUTIVELY, CONTENTS SHALL BE PLACED AT THE FRONT OF THE VOLUME. WHEN EACH ISSUE IS PAGED SEPARATELY, CONTENTS SHALL REMAIN IN THE FRONT OF EACH ISSUE.			
	5. CUMULATIVE CONTENTS ARE TO BE PLACED IN THE FRONT OF THE VOLUME.			

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 16 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
	<p>6. INDEXES ARE TO BE BOUND IN THE BACK OF THE VOLUME. IF THE VOLUME IS BOUND IN PARTS, THE INDEX SHALL BE BOUND IN THE LAST PART.</p> <p>THE INDEXES IN INDIVIDUAL ISSUES WILL BE REMOVED AT THE REQUEST OF THE LIBRARY. THIS MAY BE MADE A STANDARD INSTRUCTION FOR CERTAIN PERIODICAL TITLES AS SPECIFIED BY THE RESPECTIVE LIBRARIES. IF THE INDEX IS MISSING, STUB FOR THE INDEX AND BIND.</p> <p>7. ALL UNPAGED ADS SHALL BE REMOVED.</p> <p>8. WHEN SUPPLEMENTS ARE PAGED SEPARATELY, BIND AT THE END OF THE VOLUME AFTER THE INDEX, SEPARATED BY A COLORED LEAF.</p> <p>9. WHEN 2 OR MORE VOLUMES ARE BOUND TOGETHER, SEPARATE VOLUMES WITH A COLORED LEAF.</p> <p>10. LOOSE OR LARGE MAPS SHALL HAVE A POCKET MADE IN THE BACK OF THE VOLUME.</p> <p>B. BINDING:</p> <p>1. THE LIBRARY SHALL DETERMINE THE COLOR OF BUCKRAM TO BE USED FOR EACH VOLUME.</p> <p>2. ALL VOLUMES SHALL BE BOUND BY THE LIBRARY BINDING INSTITUTES "CLASS A" STANDARDS, UNLESS SPECIFIED BY THE LIBRARY. IF THE BINDER RECEIVES A VOLUME WHICH CANNOT BE BOUND BY "CLASS A" STANDARDS, HE SHALL CONTACT THE LIBRARY WITH ALTERNATE PROPOSALS AND THE LIBRARY SHALL ASSUME RESPONSIBILITY FOR THE DECISION. NO VOLUMES SHALL BE CLEAT LACED.</p> <p>3. INNER MARGINS SHALL BE NO LESS THAN 1/4" WIDE AFTER SEWING.</p> <p>4. VOLUMES SHALL BE TRIMMED AS SLIGHTLY AND AS EVENLY AS POSSIBLE. IN SOME CASES THE VOLUME SHOULD NOT BE TRIMMED AT ALL DUE TO THE PUBLISHER'S PRINTING; THIS DECISION SHALL BE LEFT TO THE BINDER'S DISCRETION.</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE





# Notice of Price Agreement Award

Page 17 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
	<p>5. THE LIBRARY HAS DETERMINED THAT CERTAIN TITLES SHALL BE HAND-SEWN AND WILL NOTE THIS ON THE BINDING SLIP. THE BINDER MAY DETERMINE THAT A VOLUME, WHICH HAS NOT BEEN SO DESIGNATED, SHOULD BE HAND-SEWN IF OVER-SEWING WOULD RESULT IN VIRTUALLY NO MARGINS OR BLEEDING MARGINS.</p> <p>6. IN MOST CASES VOLUMES SHALL BE BOUND TO A THICKNESS OF 2 1/2" BUT ABSOLUTELY NO MORE THAN 3" IN THICKNESS.</p> <p>7. IF ISSUES ARE OF UNEVEN SIZE, MAKE EVEN AT THE TOP, EXCEPT WHERE SMALLER ISSUES ARE SUBSTANTIALLY THICKER AND HEAVIER, THEN MAKE EVEN AT THE BOTTOM.</p> <p>C. LETTERING</p> <p>1. ALL LETTERING SHALL BE GOLD, WHITE, OR BLACK, AS SPECIFIED BY THE LIBRARY.</p> <p>2. ALL LETTERING SHALL BE AS LARGE AS LEGIBLE AS POSSIBLE. VOLUMES SHALL BE LETTERED AS PREVIOUSLY DONE, WITH HEIGHTS OF LETTERING TO MATCH THE LIBRARY'S SETS. IF THE LIBRARY SENDS NEW TITLE TO BE BOUND, THE LETTERING HEIGHT SHALL BE STANDARD AS SPECIFIED BY THE STANDARDIZED LETTERING FOR BOUND MAGAZINES OF THE LIBRARY BINDING INSTITUTE.</p> <p>3. IF THE SIZE OF A VOLUME CHANGES MORE THAN 1/2" UP OR DOWN, THE BINDER MAY ADJUST THE HEIGHT OF TITLE LETTERING. ALL VOLUME AND DATE LETTERING SHALL BE UNIFORM.</p> <p>4. THE BINDER SHALL GUARD AGAINST THE UNNECESSARY DIVISION OF WORDS, WHENEVER POSSIBLE.</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 18 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
	<p>5. IF A VOLUME IS TOO THIN TO BE LETTERED HORIZONTALLY, THE VOLUME SHALL BE LETTERED DOWN THE SPINE.</p> <p>6. IF A VOLUME IS BOUND IN PARTS THE LIBRARY SHALL SPECIFY THE MONTHS, NUMBERS, OR OTHER INFORMATION TO BE USED ON THE SPINE.</p> <p>SPECIFICATIONS: QUARTER BUCKRAM PERIODICAL BINDING</p> <p>THE FOLLOWING SPECIFICATIONS ARE BASIC TO THE STYLE, AND THEY MUST BE ADHERED TO CONSISTENTLY.</p> <p>A. GENERAL SPECIFICATIONS:</p> <p>1. THE LIBRARY SHALL REMOVE COVERS AND NON-PAGINATED ADVERTISING ONLY WHEN DESIRED.</p> <p>2. THE BINDER SHALL BE RESPONSIBLE FOR INSPECTING MATERIAL FOR COMPLETENESS AND CORRECT ORDER OF ISSUE SEQUENCE.</p> <p>3. THE BINDER SHALL GUARANTEE UNIFORMITY OF SIZE, BUCKRAM COLOR, TYPE POSITION AND SIZE, AND GENERAL CONFIGURATION.</p> <p>4. THE BINDER SHALL PROVIDE BUCKRAM COLORS THAT INCLUDE THE FOLLOWING: BROWN, BLACK, DARK BLUE, MAROON, AND MID-GREEN. THE LIBRARY WILL SPECIFY THE COLOR FOR EACH BOUND VOLUME.</p> <p>B. MATERIAL AND METHOD OF CONSTRUCTION SPECIFICATIONS:</p> <p>1. INNER MARGIN PERMITTING, SPINE OF VOLUMES WILL BE NOTCHED.</p> <p>2. DOUBLE-FAN, EHLERMAN-TYPE ADHESIVE BINDING, USING ADHESIVE FORMULATED FOR THE MACHINE SHALL BE USED. THE ADHESIVE SHALL BE APPLIED IN SUCH A WAY AS NOT TO SPREAD BEYOND THE NOTCHES ONTO THE SURFACE OF THE PAGES.</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 19 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
	<p>3. ENDSHEETS SHALL BE SINGLE-FOLD WHITE, TO HAVE A PH OF NOT LESS THAN 7.0 AND SHALL BE OF APPROVED LIBRARY BINDING INSTITUTE (LBI) STANDARD.</p> <p>4. SPINES SHALL BE LINED BEFORE COVERING WITH A WOVEN HINGE CLOTH OF APPROVED STANDARD (LBI), WRAPPING ONTO THE ENDSHEETS NOT LESS THAN THREE (3) CENTIMETERS.</p> <p>5. INSIDE MARGINS AND EDGES SHALL BE TRIMMED AS LITTLE AS POSSIBLE.</p> <p>6. COVER JOINTS SHALL HAVE A HINGE WIDE ENOUGH TO ALLOW THE VOLUME TO OPEN FLAT WITHOUT STRAIN, WITH A MINIMUM HINGE WIDTH OF 3/8" AND A MAXIMUM HINGE WIDTH OF 5/8".</p> <p>7. BOARDS OF APPROVED STANDARD (LBI) APPROPRIATE TO THE SIZE AND WEIGHT OF THE MATERIAL, WITH A MINIMUM THICKNESS OF .074" AND MAXIMUM THICKNESS OF .090", CONTINUED ON PAGE THE ENDSHEETS AND PRESSED, WITH THE DISTANCE FROM THE BACK EDGE NOT TO EXCEED 1.5 CENTIMETERS OR TO BE LESS THAN 1.0 CENTIMETERS.</p> <p>8. GROUP F BUCKRAM OF APPROVED STANDARD (LBI) SHALL BE USED TO COVER THE SPINE, GLUED DIRECTLY ONTOP OF THE SET HINGE CLOTH AND WRAPPED ONTO THE BOARDS NO MORE THAN 5 CENTIMETERS AND NO LESS THAN 2 CENTIMETERS.</p> <p>9. BOARDS SHOULD NOT BE CLAMP MARKED DURING THE TRIMMING PROCESS, AND THE SPINE COVERINGS SHOULD NOT BE LOOSENEED OR LEFT RAGGED. EDGE SCOURING CAUSED BY NICKED OR WORN GUILLotine KNIFE IS ACCEPTABLE PROVIDING THAT THE BOARD EDGES ARE CLEARLY CUT.</p> <p>10. PRINTING MUST NOT BE "BLED" BY CARELESS TRIMMING. THE LIBRARY WILL SEPARATE VOLUMES NOT SUITABLE FOR TRIMMING, AND WILL NOTE SPECIAL FEATURES, SUCH AS FORE-EDGE FOLDS, ETC.</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 20 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
V. MONOGRAPH BINDING REQUIREMENTS: (INCLUDES MUSIC SCORES AND THESES)			
A. COLLATING AND MENDING:			
1. MONOGRAPHS SHALL BE COLLATED BEFORE BINDING, AND ANY DETERMINED TO HAVE MISSING PAGES SHALL BE RETURNED TO THE LIBRARY UNLESS INSTRUCTIONS ON THE BINDING SLIPS INDICATE OTHERWISE.			
2. ALL DAMAGED PAGES SHALL BE REPAIRED.			
3. WHEN TWO OR MORE VOLUMES ARE BOUND TOGETHER, THE VOLUMES SHALL BE SEPARATED WITH A COLORED LEAF.			
A. BINDING			
1. ALL MONOGRAPHS SHALL BE BOUND OR REBOUND IN "CLASS A" BINDING ACCORDING TO THE SPECIFICATIONS OF THE LIBRARY BINDING INSTITUTE'S STANDARD FOR LIBRARY BINDING WITH THE FOLLOWING EXCEPTIONS OR ADDITIONAL STIPULATIONS:			
A. THOSE MONOGRAPHS WHICH ARE UNSUITED FOR OVER-SEWING, DO NOT HAVE SIGNATURES OR FOLDED SECTIONS, OR DO NOT HAVE SPECIFIC SEWING INSTRUCTIONS NOTED ON THEIR BINDING SLIPS SHALL BE BOUND USING A HIGH GRADE COLD MELT POLYVINYL PERMEATING ADHESIVE WITH THE SHEET BEING FANNED IN BOTH DIRECTIONS TO ASSURE PROPER ADHESION.			
B. NO MONOGRAPHS SHALL BE ELATE-LACED.			
C. INNER MARGINS ON MONOGRAPHS SHALL BE NO LESS THAN 1/4" WIDE AFTER SEWING.			
D. MUSIC SCORES SHALL BE HAND-SEWN ON TAPES TO LIE FLAT ON A MUSIC RACK. A POCKET SHALL BE PROVIDED IN THE BACK INSIDE COVER WHEN PARTS ACCOMPANY THE SCORE.			

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



# Notice of Price Agreement Award

Page 21 of 21  
Printed: 7/9/2003

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	RIDLEY'S BOOK BINDERY INC 2435 N TRIPHAMMER RD ITHACA NY 14850	BOOK BINDING	
		Award Number <b>68M00275005</b>	Effective Period: <b>7/1/03 - 6/30/06</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/09/2003 Buyer: JOHN COWELL Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-139	B02263
Item		Unit	Unit Price
	<p>E. INSTRUCTIONS WRITTEN ON BINDING SLIPS FOR SUCH PROCESSES AS HAND SEWING, TIPPING OR BINDING IN LOOSE PAGES AND ERRATA SLIPS, ETC. SHALL BE FOLLOWED BY THE BINDER.</p> <p>B. OTHER:</p> <p>1. SPINE LETTERING SHALL BE IN GOLD, WHITE, OR BLACK AS SPECIFIED BY THE LIBRARY AND SHALL INCLUDE AUTHOR, TITLE AND YEAR, LENGTHWISE LETTERING SHALL BE PLACED SO THAT AUTHOR AND TITLE AND YEAR READ DOWNWARD ON THE SPINE.</p> <p>2. ONLY CERTAIN COLORS OF BUCKRAM SELECTED BY THE LIBRARY FROM THE PACKS OF COLOR SWATCHES SHALL BE USED.</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY. PAYMENTS WILL BE AUTHORIZED UPON SUBMISSION OF PROPERLY RENDERED INVOICES TO THE RECEIVING AGENCY. ANY UNUSED BALANCE AT END OF BLANKET PERIOD IS AUTOMATICALLY CANCELLED.</p> <p>VENDOR TELEPHONE #: 607-257-0212 VENDOR FAX #: 607-257-7977</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE

## **TERMS AND CONDITIONS OF PRICING AGREEMENT**

**SCOPE AND LIMITATIONS** - This Agreement covers requirements as described herein, ordered by State agencies during the Agreement Period. No additional or alternative requirements are covered, unless added to the Agreement by formal amendment by the State Purchasing Agent or his designee.

Under State Purchasing Law, 37-2-54, "no purchase or contract shall be binding on the state or any agency thereof unless approved by the department [of administration] or made under general regulations which the chief purchasing officer may prescribe." Under State Purchasing Regulation 8.2.1.1.2, "any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state."

**PRODUCT ACCEPTANCE** - All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality unless otherwise specified by the State. The State reserves the right to reject all nonconforming goods, and to cause their return for credit or replacement, at the State's option.

- a) Failure by the state to discover latent defect(s) or concealed damage or non-conformance shall not foreclose the State's right to subsequently reject the goods in question.
- b) Formal or informal acceptance by the State of non-conforming goods shall not constitute a precedent for successive receipts or procurements.

Where the vendor fails to cure the defect promptly or replace the goods, the State reserves the right to cancel the Release, contract with a different vendor, and to invoice the original vendor for any differential in price over the original contract price.

## **ORDER AUTHORIZATION AND RELEASE AGAINST PRICING AGREEMENT**

**In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.**

**State Agencies** shall request release as follows: All releases shall reference the Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein.

A Department Purchase Order (DPO) listing the items ordered shall be created by the agency. The agency may mail or fax a copy of the order to the Vendor. In some cases the agency may request delivery by telephone, but must provide the Vendor with a DPO Order Number reference for billing purposes. Vendors are encouraged to require written orders to assure payments are processed accurately and promptly.

**DELIVERY** – If this is an MPA, Vendor will obtain "ship to" information from each participating agency. This information will be contained in the DPO. APA delivery information will be contained in the Notice of Award.

**PRICING** - All pricing shall be as described herein, and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected herein.

**INVOICING** – All invoices shall reference the DPO Order Number(s), Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein. If this is an MPA, Vendor will obtain "bill to" information from each participating agency. This information will be contained in the DPO. APA billing information will be contained in the Notice of Award.

**PAYMENT** - Invoices for items not received, not priced according to contract or for work not yet performed will not be honored. No payment will be processed to any vendor for whom there is no IRS W-9 on file with the State Controller.